

Deans' Council Minutes
May 1, 2019
2:00 pm–4:00 pm
Miller Administration Boardroom

Attending: Madonne Miner, Brad Mortensen, Eric Amsel, Bruce Bowen, Andrea Easter-Pilcher, David Ferro, Kristin Hadley, Frank Harrold, Brenda Kowalewski, Yas Simonian, Scott Sprenger, Jeff Steagall,

Guests: Richard Hill, Stephanie Hollist, Brian Stecklein, James Taylor for Bruce Davis

Excused: Bruce Davis, Wendy Holliday, Matt Mouritsen, Brett Perozzi, Jack Rasmussen,

1. Discuss R842, Restrictions on Faculty/Staff Relationships with Students (Richard Hill)
 - a. Richard Hill offered context and background on the new Board of Regents policy, R842 which went into effect on 4/29/19. He and Stephanie Hollist explained WSU's current policy (PPM 3-32a) and the impacts R842 will have on WSU. They emphasized that the state legislature will remove state immunity protections if it is not enforced.
 - b. Madonne will email the policy out for the group to distribute to faculty and staff.
2. Approve Previous Minutes
 - a. The minutes were approved as written.
3. Independent Study Course Development Incentive (Brian Stecklein)
 - a. Brian Stecklein presented an initiative developed by CE to incentivize the development of Independent Study classes. The classes will be developed and owned by the department, rather than by an individual faculty member, and must be taught 2/3 semesters in their first year to qualify for the incentive (\$3,000). Expectations will be spelled out in an MOU.
 - b. Deans' Council was supportive, and highlighted that this shifts CE's Independent Study course connections away from individual faculty to a partnership with departments. The shift should help stabilize offerings.
 - c. Bruce Bowen reminded Deans' Council of the Affordable Course Materials Taskforce and suggested that their work may be a resource for these courses. Wendy chairs the taskforce and is able to answer other questions.
4. Graduation Debrief
 - a. Council members discussed the highlights and potential improvements to graduation, including how to ensure that the speakers are well heard and how to accommodate growing numbers of convocation attendees.
 - b. Brad thanked everyone for their input and Madonne asked that additional suggestions be sent to her.
5. Deans' Reports/Analyses of Their Colleges' Strategic Plan Reports

- a. Madonna reviewed the Strategic Plan Reports process and reminded the group of the following:
 - i. Reports should be submitted to the Provost's office by 5/15
 - ii. Deans have been asked to write a 1-page summary document for their college that identifies promising priorities. This document will be read by those attending the SPR meetings and used to identify university priorities. The documents should be ready by Monday, May 20th.
 - iii. Aubrey will give everyone access to the SPR document Box folder.
 - iv. Each dean will read their own college's SPRs and will serve as a second reader for another college. Aubrey will share an SPR tracking document and will send out a sign-up sheet for second readers.

6. BYU Pathway Worldwide (Bruce)
 - a. Bruce presented information about the BYU Pathway Worldwide program (meant to support adults who wish to begin or return to college) and the Council discussed partnership opportunities. Interested deans can contact Bruce for more info, and Brenda will explore potential connections with BIS.

7. Update from Madonna and Brad on USHE issues
 - a. Brad described recent and pending changes at USHE, including the departure of Commissioner Buhler and Assistant Commissioner Kimberly Henrie. An interim commissioner will be appointed because Governor Herbert has chosen to wait until after NCHEMS (National Council on Higher Education Management Systems) submits their report to the state legislature before appointing a permanent commissioner.
 - b. A WSU delegation attended a recent NCHEMS meeting along with representatives from the Davis Tech College and the Ogden-Weber Tech College. Madonna reported that the NCHEMS representative began his presentation with a demographics slide show that highlighted population growth in Utah County. That growth seems to be motivating some of the conversation about how our higher education system(s) should be structured. The NCHEMS rep seemed impressed with collaboration among the schools in our region.

8. Proposed 3rd year salary bump
 - a. Madonna will take the proposed bump back to President's Council for approval with the following comments:
 - i. A presentation will be held at the August 2019 Deans and Department Chairs Retreat focusing on the importance of engaging in both formative and summative evaluations at the 3rd year, along with the importance of the 2nd year letter;
 - ii. Deans will be encouraged to revise college tenure documents to be more specific about what counts as "satisfactory" during the third year;
 - iii. APAFT will be charged with clarifying what counts as "satisfactory" during the third-year review as articulated in the PPM on tenure;
 - iv. Salary increases will be given this year upon satisfactory review, starting July 1, 2019.

- b. Madonne will also include language about property rights from research by Stephanie Hollist in the proposal.
- 9. Liaison Committee Reports
 - a. No reports were given.
- 10. Other Business
 - a. Bruce asked that deans please check the course offerings dashboard for full courses.